



DEPARTMENT OF CONSUMER & REGULATORY AFFAIRS
District of Columbia Government
Corporations Division

Request for Refund for Web Transactions.
Form GN-15, Version 2, June 2013.

Request #:

Use this form to request refund for any corporate transaction that occurred at www.corp.dcr.dc.gov site. Please, ensure the bank credit card statement or bank transaction detail is properly attached to verify that the transaction(s) cleared the account.

ENTITY TYPE

All Entities

FILING FEE

Refer to Corporate Fee Schedule posted online;

Under the provisions of the Title 29 of D.C. Code (Business Organizations Act), the customer identified below requests the refund of the web transaction for erroneous or duplicate filing.

1. Customer's Name.

2. Customer's Phone Number and Email Address.

3. Entity Name. (identify the name of the company that the filing was for)

4. Describe the details of the web transaction such as filing name.

5. Reason for Refund. (refund may be requested for duplicate or erroneous filings only)

6. Payment Details. (provide the last 4 digits of the credit card number and transaction date)

7. The bank credit card statement or bank transaction detail is properly attached to verify that the transaction(s) cleared the account.

If you sign this form you agree that anyone who makes a false statement can be punished by criminal penalties of a fine up to \$1000, imprisonment up to 180 days, or both, under DCOC § 22-2405;

8. Signature of the Customer.

For office use only: (PayPal transaction number)

Mail all forms and required payment to:
Department of Consumer and Regulatory Affairs
Corporations Division
PO Box 92300
Washington, DC 20090
Phone: (202) 442-4400

Corporate Online Services Information:
Many corporate filings are available by using CorpOnline Service. Go to CorpOnline site at <https://corp.dcr.dc.gov>, create the profile, access the online services main page and proceed. Online filers must pay by using the credit card.

Please check dcr.dc.gov to view organizations required to register, to search business names, to get step-by-step guidelines to register an organization, to search registered organizations, and to download forms and documents. Just click on "Corporate Registrations."